

NEW JERSEY DEPARTMENT OF TRANSPORTATION
CONSTRUCTION ENGINEERING/INSPECTION CONSULTANT PERFORMANCE
OVERALL QUALITY

Project: _____
 Consultant: _____
 Rating Period: _____
 Rater: _____

(Rater is the STATE R.E. for the project, or the F.M. if consultant R.E.)

Enter **Enter "X"**
1 - 5 **if n/a**

Field Inspection	1	The Consultant STAFF is familiar with construction inspection procedures.		
	2	The Consultant STAFF reviews and is familiar with the plans and specs for the project.		
	3	Contractor's progress is reported by the Consultant STAFF.		
	4	Traffic Control Devices are in accordance with the plans, specs and MUTCD.		
	5	Environmental Control is in place in accordance with the plans, specs and permits.		
	6	Personal safety is adhered to by the Consultant STAFF.		
Administration	7	Consultant STAFF prepares and maintains Project Diaries (or fieldbooks)		
	8	Consultant STAFF follow CPH manual as relative to Materials Orders and Testing		
	9	Consultant STAFF maintains a good relationship with the public and other agencies associated with the project		
	10	Consultant STAFF monitors submission, maintenance, timeliness and quality of DBE/EEO documents and Subcontract requirements.		
	11	DC24's and DC156's are produced.		
Lead Inspection or RE	12	Recommends to the NJDOT solutions to problems		
	13	Reviews claims, extra work, time extensions		
	14	Supervises consultant subordinates		
	15	Coordinates work of utilities and/or adjacent construction projects with the Contractor		
	16	Monitors the Contractor's progress schedule		
	17	Submits Payment Estimates		
	18	Prepares Correspondence (exclusive of Minutes)		
	19	Prepares Meeting Minutes		
	20	Prepares Construction Orders		
	21	Closes out construction project.		

Sum of ratings = **0**

Number of rated items = **21**

***Overall Quality Rating = 0.0**

Reviewer: _____
 Reviewer is the Rater's Supervisor